

IAC-D-95/1

27 September 1955

**MEMORANDUM FOR:** Secretary, IAC  
**FROM:** Chairman, AHIP  
**SUBJECT:** AHIP Status Report  
**REFERENCE:** IAC-D-95

1. The IAC Ad-Hoc Sub-Committee on Information Processing has had ten meetings since it was established pursuant to IAC action of 19 May 1955. Under the directive of the IAC the sub-committee agreed upon its terms of reference as follows:

to coordinate the development and implementation of compatible systems for documentation and processing of information within the intelligence community.

2. Activities and achievements of the Sub-Committee to date:

- a) Document processing systems of each participating agency were described in detail.
- b) CIA arranged with the Center for Documentation and Communication Research of Western Reserve University, Cleveland, Ohio, to participate in their programs on behalf of this Sub-Committee.
- c) Endorsement of the CIA Library's Intelligence Subject Code for adaptation and use by the intelligence community in indexing documents was received from APOIN, G-2, ONI, and NSA. State and USIA are studying the problem further.
- d) Most of the members of the Sub-Committee participated in a symposium on Data Handling, sponsored by Air Research and Development Command in Baltimore, 15-16 September 1955.

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### 3. Conclusions and Plans.

- a) The Sub-Committee has substantially completed its review of existing systems. These have been found to vary widely in objectives, techniques and level of service afforded users.
- b) The Sub-Committee has not yet examined in any detail the many proposed processing systems based on equipment now at the laboratory stage of research and development. However, a system known as Minicard which utilizes film and electronic controls to store and retrieve information now appears certain to receive extensive testing and application in some of the IAC agencies. Its practical application appears 3 - 5 years away.
- c) Under these circumstances the Sub-Committee considers as useful immediate projects:
  - 1) programs to familiarize the intelligence community with Minicard, including subject coding of documents and film management.
  - 2) exploration of interim measures to promote economy and efficiency in present IAC document systems.
- d) The Sub-Committee proposes to continue its long-range study of document handling systems and related projects.



(Chairman

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